

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
POLICY REVIEW COMMITTEE MEETING  
April 18, 2016  
Carl T. Secor Administration Building  
5:00 P.M.**

**MINUTES**

- I. Meeting was called to order at 5:01 p.m.
- II. **Policy Committee Members Present were:** Robert Cooke, Robert Huffman, Wayne Rohner, and Judy Summers
- III. **Non-Committee Members Present were:**
- IV. **School Personnel Present were:** Jeanne Branigan, Susan Cole, Eric Forsyth, Thomas Lesniewski, Frederick Mill, Ryan Moran, and Debra Wisotsky

**Members of the Public:** None

V. **APPROVAL OF MINUTES**

**ACTION BY THE COMMITTEE:** Motion was made by Robert Huffman to approve the minutes for March 21, 2016 (pages 1-3). Motion was seconded by Robert Cooke and carried unanimously, 4-0.

VI. **APPROVAL OF AGENDA**

**ACTION BY THE COMMITTEE:** Motion was made by Robert Cooke to approve this agenda for April 18, 2016 (page 1), with members of the Committee reserving the right to add to the agenda and take further action as the Committee deems appropriate. Motion was seconded by Robert Huffman and carried unanimously, 4-0.

VII. **POLICIES FOR DISCUSSION:**

- a. Policy #103.2 Transgender and Gender Nonconforming Students—Mrs. Summers stated that there has been much discussion in the news recently with regard to transgender individuals and bathroom choice. Mr. Forsyth stated that PSBA is waiting to see how others states are addressing this issue prior to creating a sample policy. Mr. Forsyth also shared that Bethlehem School District did not adopt a separate transgender policy as stated at the last meeting; however, Bethlehem has incorporated the term transgender and gender nonconforming students in their unlawful harassment policy. He also stated that special counsel is holding a legal discussion/conference on this subject that he registered for, and is currently on the waiting list to attend. Mr. Forsyth also asked if the committee would be willing to share our drafted policy with PSBA to use for discussion during their Spring Legal Roundup. The committee granted his request.
- b. Policy # 115 Vocational, Career, and Technical Education—Administration has provided updates based on PSBA’s latest sample policy. All revisions shared are tracked in red and will be made available on the website for review during April and subsequent approval in May.
- c. Policy #124 Summer School change to newly entitled “Tuition-Based Summer Cyber Academy”—Administration has provided updates based on PSBA’s latest sample policy. In addition,

administration has changed the title to “Tuition-Based Summer Cyber Academy” as ESASD only offers summer school online. All revisions shared are tracked in red and will be made available on the website for review during April and subsequent approval in May.

- d. Policy #707 Use of Facilities—Administration reported that the Business Office is currently researching the actual cost for room usage as well as an average hourly rate for custodians/security/school police which will be used in determining updated structural fees for the Use of Facilities policy. These figures will be provided to the Policy Review Community at the May 16 meeting.
- e. Policy #806 Child Abuse—Administration reported that the PSBA Sample Policy has been sent to counsel for review. Mr. Forsyth stated the Child Abuse policy was recently updated and the district has begun the first wave of training in line with PDE directives for Act 48 compliance. This sample policy has major formatting changes and, therefore, makes it difficult to provide a red-lined, tracked version. Administration will consult with counsel to be sure that the sample policy does not impact our current training schedule. This policy will be brought back to the Policy Review Committee at a later date.
- f. Policy #823 Naloxone—Mrs. Summers expressed her concern, as a retired VA nurse, having school nurses responsible for diagnosing/administering Narcan to individuals experiencing symptoms of an overdose. She stated these individuals can become quite combative following administration. Mrs. Cole, School Nurse Department Chair, agreed that Narcan indeed reverses the opioid state and brings the patient into immediate withdrawal and; therefore, security would be called prior to administering. She stated that the Department of Health is providing all PA high schools with two free doses of Narcan. One dose could be stored in the nurse’s office and the other could be given to School Police in each high school. Mr. Forsyth stated that applications for Narcan are now being accepted by the State, however, the Board must first adopt a Naloxone policy, have a written standing order issued by our school physician and the nurses/school police must be trained prior to submittal. Mrs. Branigan, HS South School Nurse, stated we do not want to be the school that doesn’t stock it, especially at HS North, where they have a minimum of a 20 minute response time for emergency medical services. Mr Forsyth stated that he, school nurses and Dr. Bart will have attending role specific trainings by May 10<sup>th</sup>. He will also be discussing with counsel the legal implications of adopting this policy. Administration will bring information back to the Policy Review Committee on May 16.

**Public Participation:**

School Nurses, Jeanne Branigan and Susan Cole asked that administration consider revisions to both the medication and field trip authorization forms. These documents have been shared with the school nurses for suggested updates for implementation during the 2016-2017 school year.

**VIII. ADVISORY RECOMMENDATIONS FOR ACTION**

**ACTION BY THE COMMITTEE:** Motion was made by Wayne Rohner to authorize and direct the administration to post the following item(s) for PUBLIC REVIEW during the month of April and subsequent Board action in May: Policy #'s 115 and 124. Motion was seconded by Robert Cooke and carried unanimously 4-0.

**IX. ADVISORY RECOMMENDATIONS FOR ACTION**

**ACTION BY THE COMMITTEE:** Motion was made by Wayne Rohner to authorize and direct the administration to take action on the following policies at the April 18, 2016 Board Meeting: Policies #325, 425, 525, 824, 909, and 916. Motion was seconded by Robert Huffman and carried unanimously 4-0.

X. **NEXT MEETING:** May 16, 2016 at 5:00 p.m

XI. **ADJOURNMENT:** 5:35 p.m.

Respectively submitted by,  
Debra Wisotsky